

**MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE  
MEETING HELD ON AUGUST 26, 2015**

An Administration and Finance Committee Meeting was held on Wednesday, August 26, 2015 at 7:00P.M. in the City Council office, Room 204.

Committee Members: Committee Chairperson Colin LePage, Councillor William Macek, Councillor Mary Ellen Daly O'Brien, Councillor Michael McGonagle. Councillor Melinda Barrett also attended.

Department Heads: Mayor James Fiorentini, City Solicitor William Cox, DPW Director Michael Stankovich

Attendees: Matt Belfiore, Tim Coco, John Burke, Todd Gilbert, Chuck Stearns

The following items were discussed:

- 1.) **Doc. 58** – Ordinance relating to Vehicles & Traffic: Amend Ch. 240-108, Article XVI, Parking Fees, Rates & Terms, Central Business District – East Section Only;
- 2.) **Doc. 58-B** – Ordinance relating to Vehicles & Traffic: Amend Ch. 240-108, Article XVI, Parking Fees, Rates & Terms, Central Business District – West Section Only;  
*The Mayor submitted a "Memorandum on proposed compromise" document (see attached\*) containing 9 proposed clauses for discussion. He explained that the proposed plan would give authority of rates and hours to the Parking Commission with the Council having veto powers. Todd Gilbert was introduced as a representative of LAZ Parking, the new parking management services vendor for the downtown. The Mayor, along with Michael Stankovich (Parking Commission), John Burke (parking consultant) and Todd Gilbert discussed the existing program and equipment as well as potential future enhancements. Committee members LePage, Macek and Daly O'Brien reviewed, discussed and amended clauses of the proposal with Committee member McGonagle abstaining. A motion was made to refer the amended document proposal to the full Council for their consideration. Motion passed.*
- 3.) **Doc. 67** – Ordinance relating to Peddling and Soliciting - Amend City Code, Ch. 191, Article VII Food Trucks; *At the request of the Mayor, a motion was made to table the matter to the next scheduled meeting (date to be determined) to allow for further information to be obtained. Passed unanimously.*
- 4.) **Doc. 10-Q** – Communication from Councillor Daly O'Brien requesting to introduce Tim Coco to discuss City Council audio and remote participation for Council meetings; *The Committee reviewed recommendations made by Tim Coco to improve the audio quality of remote participants for public meetings broadcast by HCTV. A motion was made to recommend acquisition of "Option 1 equipment" (email attached\*) to the full Council including a letter to the Mayor for funding of the equipment. Passed unanimously.*

Respectfully submitted,

Colin LePage, Chairperson  
Administration and Finance Committee  
Haverhill City Council

September 3, 2015

CL/bsa  
c: Mayor James J. Fiorentini  
City Council

\*Handout from Mayor Fiorentini, "Memorandum on proposed compromise – Invest in Downtown"

\*Handout from Tim Coco, "Audio Options for Haverhill City Council"